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WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 5, 2009

PRESENT: TOM CLOW, CHAIRMAN; WENDY CLARK, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; RICHARD W. BUTT, SELECTMAN; KEITH R. LACASSE, SELECTMAN

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Frank Campana, Laura Buono, Donna Osborne, Bill Tiffany, Dianne McDowell, Jeff Spring, Brenda Lashway, Jan Snyder

7:00 p.m. Chairman Clow called the meeting to order.

PUBLIC COMMENT – Mr. Hal Malloff said in looking at the budget, which is still under development, it appears there is an increase of \$243,473 if the budget passes which is a 5.6% increase. If there is a default the increase over 2008 will be \$140,606 which equals a 3.1% increase plus any warrant articles of the 35 departments listed in the budget. Mr. Malloff said the 3 largest increases are Police \$141,314, Highway \$108,416 and Fire \$14,200. The 3 largest decreases are in Transfer Station \$19,490, Welfare \$10,000 and Water \$9,250. If a default was to be enacted there would be increase in Assessing of \$220 and the Police would get a decrease of \$41,365, Highway \$11,275, Library \$11,184 and Fire 11,043. Mr. Malloff said in comparing budgets between years 06-07 the budget increased 7.5% to 2008 7.9% to 2009 it would be 5.96% and the default would be 3.1% over 2008.

Mr. Frank Campana told the Board he has sat in on a lot of meetings regarding the budget but the most prominent was December 15 in which 2 Selectman were absentee. He is very concerned and it is evident to him that people there discussing the default budget, inflated and corrupted (ruin or undermine integrity, alter original form of) the default budget. Mr. Campana said the worst offender was selectman Butt, who said put in the default budget what you can until challenged. He feels this is an awful mindset for the Board to have. Mr. Campana said Selectman Butt said put money in the default budget that you can justify as a Selectman but if was on the other side of the table he would question it. Mr. Campana said he is very concerned with the development of the default budget. He looked at the developing budgets of 2009 and 2008 and specifically looked at the Police Department (because it is one of the largest) and the overtime in 2008 comparison (gives back to 2007) was \$32,000. This year's budget handed out from December 22 shows that line has gone up to \$95,000. Mr. Campana said this is a large increase and said there are many other lines that he can make the comparison as well. In getting a default budget how can they, in 2 years, go from \$32,000 to \$95,000 in a default line request? Mr. Campana asked what happens if the PD does not use the \$95,000 does it go back into the general fund. Chairman Clow said the actual in 2007 overtime was \$82,000 and this year \$147,000 as of December 18, so the likelihood of not spending it is slim. There are openings in the Police Department and it runs into a lot of overtime and even in filling those positions there is training time needed which will not alleviate the overtime line effectively for months. Mr. Campana said the reason he used those numbers was to say what was voted in and this is where they run into problems by overspending what is in the default. Mr. Campana said the fuel line has been increased considerably, last year it was increased based on an increase in fuel but now the prices are down but the BOS is still building the budget on last year's increase. Mr. Campana asked what happens to the money that does not get used if provided for by the Board. Chairman Clow said it depends on

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the needs throughout the year. Chairman Clow said there is money going back into the general fund from this year because a department came in under budget. They don't have the final figures yet but it appears this might happen and the money is in the general fund and becomes part of the undesignated fund. Chairman Clow said they have been able to keep 2008 tax rate flat from 2007. Chairman Clow said it is a decision of the Board what will happen to that money. Chairman Clow assured Mr. Campana they are not trying to mislead the public and put money in that is not going to be used. Chairman Clow said sometimes money from one line could be used to fund another line within a department's budget. Mr. Campana said the ability is there if they increase the fuel dollar amounts, if they don't use the total amount for fuel, then you now can buy tires or anything with it. Mr. Campana asked what happens for the following year if they did not spend all the money in the fuel line but they now have a system in place to create a bank by over inflating a line within a budget. It then goes into the general fund and the Board has the ability to return it to the public or build up a nice nest egg so when the Fire or Police wants a new building the public sees this won't cost the public too much because it will be funded by the general fund undesignated fund balance. Mr. Campana feels this is very poor politics.

DEPARTMENT HEAD – Br. Bill Tiffany, interim Fire Chief for the Town of Weare, asked for clarification from the Board regarding purchasing a fire proof locking file cabinet. He is unsure if Selectman Butt mentioned the money coming out of a CIP or being worked into the proposed budget. Selectman Kurk said it would come out of office equipment; \$1,000 in the proposed budget for office equipment. Mr. Tiffany said he received a quote from Staples for \$1,199.19 and a quote from Quill for \$979. Mr. Fred Ventresco said he spoke with Mr. Tiffany and thought they discussed it also going into the default budget. Mr. Tiffany asked if the proposed budget fails they have to go without the file cabinet or can they find the money elsewhere. Mr. Tiffany said he also spoke with Mr. Ventresco about the custodial services at the Fire Department. Mr. Tiffany said the fire wages custodian line is zeroed out and said he was unaware of this. Mr. Tiffany asked what they do about the bathrooms being cleaned and floors swept. Chairman Clow said they weren't thinking of the first 3 months when they zeroed out the line and moved it to the line being budgeted for 20 hours per week for custodial for the Town Offices. Chairman Clow said they need more done than that so they are looking for 32 hours per week to cover the town buildings. It was discussed Sharon DeStefano will continue with the cleaning and continue to submit bills for her time.

Vice Chairman Clark entered the meeting at 7:35 p.m.

The Board discussed they are merging the custodial lines for accounting purposes. Mr. Tiffany said Mrs. DeStefano depends on that 2 hours of income and said when someone takes over the custodial they would still like to give her the 27 hours per week. Mr. Tiffany said she has been given an additional 5 hours per week until March (30 hours) and then back to 27 hours in after March. Mr. Tiffany said the Board of Fire Wards and Chief Richards approved Mrs. DeStefano working 30 hours per week to help with budget preparation back in November and she also works 2 hours a week to be custodian at \$13.39 per hour. As secretary she gets paid \$13.39 per hour. Vice Chairman Clark said Mrs. DeStefano was working 25 hours per week originally and then an extra 2 hours for custodial and extra 5 hours for helping with budget will end in March. Selectman Kurk asked what happens if they don't get a custodian. Selectman Butt said they have not made the decision but it would make sense to have the same person be custodian to Fire and Police. Selectman Butt said he does not want to hear they want to keep Mrs. DeStefano working the extra 2 hours. Mr. Tiffany wants to keep her hours if she continues with custodial work it would be 25 hours secretarial and 2 hours custodial. Selectman Butt feels it would take more than 2 hours per week for custodial. Selectman Butt said the additional hours would have to be approved by the Board of Fire Wards. Mr. Tiffany said Mrs. DeStefano is swamped with work and does not have time to get everything done. Mr. Tiffany said they are trying to get additional hours while still keeping the position under 30 hours. Selectman Kurk asked where the money would come from. Mr. Tiffany said they have taken some out of the wage line.

Mr. Tiffany said the Board asked him for a breakdown on equipment repair and said there are 3 generators on the truck that need service and repair. Selectman Butt said they are concerned with contractual obligations and there may be state or federal regulations for inspections. Mr. Tiffany said EMS field bridge support (computer technical

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support for the ambulance) fire extinguisher inspection (extinguishers in the fire station), preventive maintenance for the defibrators, and hose and breathing apparatus inspections need to be done. Selectman Butt said those types of things the Board agrees should be in the default budget. Selectman Butt said Mr. Tiffany's breakdown justifies the default budget. Mr. Ventresco reminded Mr. Tiffany that Mrs. DeStefano or him needs to sit down with Mrs. Tina Connor to review their budget. Selectman Butt asked Mr. Tiffany to mark which are mandatory and which are contractual. Selectman Butt said they do this to look at line item accountability for the budget.

INTERVIEW OF APPLICANT FOR APPOINTMENT TO CONSERVATION COMMISSION – Chairman Clow said the Board likes to meet the applicants for appointments to committees. Mr. Mike Dahlberg said he has lived in town for 24 years and has been a licensed surveyor for the past 26 years, with his business in town for 19 years. He feels his unique capabilities and experience would benefit the Conservation Commission. He does surveying for the town. Selectman Butt asked if he has done work for the Conservation Commission. Mr. Dahlberg said he would bid on work for the town but not for the Conservation Commission.

Selectman Kurk moved, Vice Chairman Clark seconded to appoint Michael Dahlberg to the Conservation Commission as a full member for a 3 year term. Passed 5-0-0

MANIFESTS

Chairman Clow moved, Selectman Kurk seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer or Deputy Treasurer to sign checks dated January 8, 2009. Passed 3-0-2

Accounts payable	\$437,110.51	(John Stark \$250,000)
Gross Payrolls	\$44,743.75	(includes Spec Detail, Credit Union, Taxes)
	<u>\$16,245.57</u>	(Insurance Buyouts-Hwy & PD)
Total	\$498,099.83	

Selectman Butt questioned that they discussed a single desktop being replaced for the Fire Department and the Manifest states 2 laptops and a desktop. Mr. Ventresco said 1 laptop was in the operating budget (being purchased in 2008). Mr. Tiffany said the laptop discussed with Bob Richards was for engine 5. Mr. Ventresco said the other 1 was a replacement for the Fire Chief's office and the desktop is for a replacement for Sharon DeStefano's office (came out of the Capital Reserve Fund). Mr. Ventresco said there should be another line for technology for vehicles. Mr. Tiffany said he spoke with Mr. Ventresco and Mrs. T. Connor and they discussed not knowing what was coming in for the end of 2008; he has invoices and bills totaling \$13,000+.

FINANCE COMMITTEE TO MEET WITH BOARD – Mrs. Laura Buono said she received a call from Mr. Ventresco regarding the Boards concerns with the number of committee members at the Finance Committees meetings. Mrs. Buono said last year at the Deliberative Session the recommendations from the Finance Committee were not valid due to the lack of members. Mrs. Buono said in order to move recommendations forward the Finance Committee needs to have 7 members (according to the ordinance) states 13 members are required, but 7 members are a quorum for the Finance Committee. The committee has been meeting with department heads and gathering information; they have had no meetings than required voting on the budget. Mrs. Buono said as Town Moderator she was never given a copy of the legal opinion regarding the Finance Committee. Any actions taken with less than a quorum will not be official other than the vote on chair and secretary. It is her opinion they have done nothing wrong as a Finance Committee. Selectman Butt said apparently there have been 3 meetings and minutes recorded. Selectman Butt said they have to follow the law that in order for a committee to have a meeting there needs to be a quorum and minutes should not be taken for meetings to gather information. Selectman Butt said for the Deliberative Session there needs to be 7 members making the decisions. Mrs. Buono said there are 9 members. Selectman Butt said he does not want to see it get to the point where effort is put forth and then wasted if there is no quorum at the time the recommendations are made. Mrs. Buono would like to see the ordinance amended, which was originally written in 1929. She was concerned when she received the phone call. Selectman Butt is concerned

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with meeting illegally without a quorum and said they should not conduct any business without a quorum. Chairman Clow said any action will not be considered official without 7 members.

Chairman Clow said he would be reluctant to change the number of members necessary for a committee, because the smaller you make the committee the narrower the view and it does not carry the confidence level. Mrs. Buono said the Finance Committee's unofficial gathering discussed the ordinance being no fewer than 5 members and no more than 13 members. Chairman Clow said the members of the Board of Selectman live with their decisions year round, members of the Finance Committee make decision for the budget preparation. Mrs. Buono is requesting that the Board do something about the ordinance. Mrs. Buono said the voters would have to approve any changes. The Board is not interested in changing the ordinance. Selectman Lacasse asked why the Finance Committee's recommendations cannot be listed on the warrant as unofficial if they don't have the quorum needed. Chairman Clow said they do need to have the quorum. Selectman Kurk is concerned with finding themselves in this situation year after year. Chairman Clow told Mrs. Buono to write up a sample ordinance. Mrs. Buono said she has heard 2 members saying they are not interested in changing the ordinance and feels it would be best if they petition the request. Vice Chairman Clark commented on there being 9 members possibly 10 and asked how many people have there been on the Finance Committee typically. Mrs. Buono said it fluctuates and said it states needing 7 for the quorum, but the committee discussed 5-13 members with a quorum of 3. Chairman Clow is concerned with 2 people being able to make the recommendation on the budget. Vice Chairman Clark said they need to come up with a logical number. Selectman Butt said the last time the ordinance was changed it was to make it a quorum of the active members. Selectman Butt said there is a point for credibility, but during the process with meeting and gathering information those members can bring forth the information. Selectman Butt said there were times when 1 member of the Finance Committee would attend a BOS meeting and then bring back information to the other Finance Committee members. Chairman Clow said there have always been sub committees and it is very rare that the whole Finance Committee would sit before the BOS. Chairman Clow said they are not in favor of bringing the whole process to a halt but want to make sure that people who volunteer their time have official recommendations in the end.

Ms. Brenda Lashway, Chair of the Finance Committee, said she appreciates this discussion taking place at this time and not at the end of the process. She understands they cannot bring forth any recommendations with fewer than 7 members in agreement. Ms. Lashway said she is a little confused and did not understand the concern of their legality. She thought this meeting was for opinions from the Finance Committee regarding the budget and warrants. Selectman Butt said they don't want to stop the Finance Committee but just want to make all members aware.

Ms. Lashway said they are leaning to recommending the budget being proposed. Ms. Lashway said the current default is a 3% increase which is lower than they have seen and said the items with increases are much needed items. She said they have also discussed warrant articles and mentioned the wage increase for the town employees being in one warrant article and the wage increase of the Police Chief in another warrant article; this is different from how the Fire Department wage increase is being brought forth to the public. Ms. Lashway said it is noted that the budget being proposed is not an increased tax impact and if those warrant articles pass then there certainly would be a tax impact. Ms. Lashway mentioned how the BOS discussed a 5% wage increase which would be based on performance reviews and said they understand that 5% might be the cost of living but they feel that a 3% wage increase would be more pliable.

Ms. Lashway said the Finance Committee said compared other Police Chief's salaries in the area and they would be in favor of a salary of \$70,000-\$71,000. Selectman Butt said they didn't take default numbers from last year and plug them into the default and said that one year the Finance Committee stated they would not recommend the default budget if the wage increases were included. Selectman Butt asked if the basic level of services provided by Fire, Highway and Police need to be maintained, including the fuel they have increased the default line to cover what equals the proposed budget in order to provide the level of service. Ms. Lashway said they have not yet discussed the appropriate figures to base a default budget on. Selectman Butt feels there is not much difference

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between the proposed and the default; the services are needed. Ms. Lashway said they limit their discussions on the default budget.

Selectman Butt asked about the CIP articles. Ms. Lashway said they know the CIP recommends to the Board and the only issue the Finance Committee has is with the fire engine. Ms. Lashway said they have looked at the transfer station building with more detail. She said since they have held their meeting voting in a chair and a secretary they have been busy meeting with other departments. They have not voted, just took a consensus as to where everyone stood. Chairman Clow said they want the committee to succeed and wants everyone's time to have a good end result.

CONTINUATION OF 2009 BUDGET DISCUSSION AND WARRANT PREPARATION – Selectman Kurk still thinks that there are things in the default budget that should not be there. If they are trying to sell a proposed budget and the 2 budgets are so close, how are they going to convince people to vote for the proposed budget? Selectman Butt said the Board has never clearly stated to the public what they will not get because of the default budget. Selectman Kurk asked how it is different this year. Selectman Butt said they have not decided if there will be a cut in services. Selectman Butt said he does not think there is a difference between the default and the proposed, there is such a small difference between the two. Selectman Butt said you cannot tell people this is what you will get with the proposed and this is what you won't get with the default; there is an \$18,000 difference. Selectman Kurk said she does not think that overtime should be in the default budget. The Board discussed fuel and Selectman Kurk said there is a specific formula used for fuel.

Selectman Kurk said the increase in salaries in the Police Department should not be in the default. Selectman Kurk said she does not know how they are going to stand up and say this is what you won't get in services if the proposed is not passed. Selectman Butt said if they eliminate the 3rd shift then this would be what is lost for services, but they have not decided or taken a position yet. Chairman Clow said it was said department heads are shy about putting stuff in and that is why there is not much difference between proposed and default. Chairman Clow said over the past couple of years he has heard Mr. Carl Knapp say how many miles of road have been added without an additional employee or truck. Chairman Clow said they are so diligent in putting together their proposed budgets. Chairman Clow said there are areas they could point out the differences, e.g., library \$10,000 difference in books. Chairman Clow said he feels they have followed a logical pattern in determining the default and overtime is the most debatable. Chairman Clow said you can't provide the police protection that you need without the overtime. Vice Chairman Clark asked when does it stop, where do you draw the line with overtime, if you keep increasing the number, (crime, economy more residents) every year are they going to be looking at the overtime. Chairman Clow said they did cut it substantially from the proposed. Vice Chairman Clark said it seems logical to delve into the infrastructure of the town. Selectman Lacasse said last year they allowed the fuel increases to be in the default budget and by doing so have opened other line items to a similar logic. Selectman Butt said the overtime is there because of a commitment the town made to provide an additional shift. Selectman Butt said the default is what you need to run the town and proposed provides above and beyond. Selectman Kurk said no where does it say in the default budget does it say make sure you have what you need in there to run the town.

Selectman Butt said Mrs. T. Connor went through and determined the \$18,000 difference. Selectman Butt said Selectman Kurk mentioned Mrs. T. Connor was wrong. Selectman Kurk said because Mrs. T. Connor took it as a given from the Board to include the overtime. Chairman Clow said it concerns him that other town's use discretion on what is included; it is not all by formula. Chairman Clow said 2 years ago Chris Hague did a survey and found there are towns that do include wage increases in the default budget. Vice Chairman Clark said as a voter it is their responsibility to know what is included in the budget and know economic times and what is needed. Chairman Clow said they have gone through these lines countless times and the majority of the time the Board agreed to what was included. Vice Chairman Clark does not think it is up to the 5 members of the Board to know what is included, the public should be knowledgeable. Selectman Lacasse said it is their job to present the facts, not to sell the public a particular budget or how to vote. Vice Chairman Clark said they put the budget together based on assumption of

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prices. Selectman Butt said they are going to be providing the same level of services, but he is concerned with revenue. He does not think there is a difference between the proposed and default and said the services provided are exactly the same. Selectman Butt said the difference between the two budgets is in the overtime line; unless they do something with the shift times because the 3rd shift is where the overtime concern is. Mr. Maloff said the biggest power the BOS has is with the voters, you can't tell them there is no difference between the proposed and the default. Mr. Maloff said Vice Chairman Clark is right in saying that the proposed is last years budget plus obligations and he said the default budget is not what the voters perceive it to be. Vice Chairman Clark said they went to ask for emergency spending in case they needed it, yet the proposed budget is so close to the default, they are missing something with the numbers. Selectman Butt said the credibility issue with the voters is not knowing there is a difference between the default and the proposed, there is a difference it is \$90,000, which gives you overtime in the Police Department; so why vote for the proposed when the default gets them the same. Selectman Kurk said the same number is in the proposed and default for overtime. Selectman Kurk said she would take \$40,000 out of overtime and \$10,000 out of the Highway budget. Selectman Kurk said if you take those things out then you can honestly say to the public that this is what you will not be getting. Selectman Kurk said if you follow the definition of the default like most people in the public think it is then they are at least status quo. Selectman Butt said they have an obligation to provide Police, Fire and Highway, but does not consider the overtime to be a mandatory part of the default. If you cut the overtime out of the Police Department at some point you will need the overtime. Selectman Kurk said then they will get the money somewhere else. Selectman Butt does not want to do that and said you can't spend it if you don't have it. Chairman Clow said they keep telling employees not to spend, not to fix, not to attend training. Selectman Butt said the 3rd shift for the Police Department really blindsided him and said he did not understand all the baggage that came with it and even discussed hiring an additional officer.

WARRANT ARTICLES – The Board bases the tax rate on the valuation as of April 1, 2009 and they can only estimate and then add a certain percentage. Chairman Clow said the schools used last years valuation.

Article to raise and appropriate \$1,000,000 to construct a new Public Works facility. Selectman Lacasse asked where the \$900,000 estimate came from last year. Mr. Ventresco said Mr. Knapp put the number together last year. Selectman Butt asked Mr. Ventresco for the video again for the Public Works Facility. The CIP numbers are the numbers recommended by the CIP.

The Board discussed they still need specify a dollar figure for the Government Buildings and Maintenance Capital Reserve Fund.

Mr. Tiffany said he noticed the numbers he has in for the Fire Chief and EMT is based on 12 months and needs to be based on 6 months. \$37,500.00

It was discussed it will cost \$12,968.80 to hire per diem EMT personnel for 6 months. Chairman Clow asked Mr. Tiffany how per diem works. Mr. Tiffany said there would be a pool of people who would be willing work M-F and they would utilize them during the week. Chairman Clow asked if he would be looking to hire within the fire station. Mr. Tiffany said they would look in house first. Selectman Kurk asked about the position of Fire Chief. Mr. Tiffany said it would be based on qualifications. Mr. Ventresco asked how per diem calculations were made. Mr. Tiffany said he compared towns our size at 8 hours per day during the week and came up with wages between \$9.93 per hour and \$12.47 per hour so he based it on the higher amount.

Chairman Clow said they met with the Board of Fire Wards and were told there was money available for purchasing a new fire truck.

Mr. Ventresco said for personnel articles there will be a statement that will say it goes forward.

Selectman Butt asked if the \$276,400 includes interest through December. Mr. Ventresco said it does not include interest. Ms. Snyder mentioned a lease payment of \$23,000 needs to come out of that Special Revenue Fund and the truck will cost \$460,000. Mr. Tiffany said he has a confirmed price with Valley Ford in Bradford for \$458,000. Ms. Snyder said in 2004 it was voted at town meeting \$24,947 for the ambulance each year to pay the lease. There will

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be \$9,000 left after spending funds on the truck. Selectman Kurk asked if that takes into account utilizing other towns for ambulance service because we don't have coverage. It was discussed there could be \$80,000 in that fund for next year. Ms. Snyder said the lease on the ambulance is 7 years (2012).

Chairman Clow asked Mr. Ventresco if he received a figure from Mrs. T. Connor for the Employee Retirement. Selectman Butt said they asked for a number they need to put in to cover payoffs. Chairman Clow said they have some obligation figures for some employees nearing retirement age. Mr. Ventresco said he understood that last year they were putting money in to start to build the fund.

\$60,000 to purchase equipment to grind up brush at the Transfer Station; this is a new item which needs a separate article.

The Board discussed the need to redefine the Government Building and Maintenance Fund.

Mr. Ventresco said he is waiting for the attorney to get back to him for advice on which option is best for the Cable Article.

Chairman Clow mentioned the request from Sherry Burdick for the 250th Celebration of the Town of Weare.

Selectman Lacasse said they had discussed redefining the Bridge Improvement Fund so maintenance and bridge repairs could come out of this fund.

Selectman Kurk said they had previously discussed moving towards gravel regulations instead of gravel ordinance.

The Board discussed the elevator shaft put in as a place holder. Mr. Ventresco will clarify the recommendation. Selectman Butt said the Building Committee is asking the BOS to have the elevator placed on the warrant.

The Board discussed setting the date for the Deliberative Session. It was discussed the public hearing will be on January 19, 2009, the warrant will be posted by January 26, 2009 and the annual report needs to be available on March 3, 2009.

Chairman Clow moved, Selectman Kurk seconded to hold the Deliberative Session on January 31, 2009. Passed 5-0-0

Selectman Kurk mentioned the cable performance review. Chairman Clow said it is in the contract to get information from Comcast.

Selectman Kurk mentioned that the Emergency Management Director came before them to give a review at the end of last year.

ADMINISTRATIVE REPORT

Mr. Ventresco said Chief Begin contacted him regarding his plan to hire more officers which was eliminated from the default. The Board said if there is a position to fill it should be in the budget. Vice Chairman Clark said they asked him about hiring and he said he did not plan on it. Mr. Ventresco said the Board took it out of the budget. Chairman Clow said they took part of the Deputy Chief's salary out of the budget.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Clark seconded to approve the minutes of December 1, 2008 as written. Passed 5-0-0

Chairman Clow moved, Selectman Kurk seconded to approve the minutes of December 6, 2008 as written. Passed 3-0-2

Chairman Clow moved, Selectman Kurk seconded to approve the minutes of December 8, 2008 as written. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of December 13, 2008 as written. Passed 4-0-1

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Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of December 15, 2008 as amended. Passed 3-0-2

Chairman Clow moved, Selectman Kurk seconded to approve the minutes of December 20, 2008 as written. Passed 4-0-1

Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of December 22, 2008 as written. Passed 4-0-1

Chairman Clow moved, Vice Chairman Clark seconded to approve the minutes of December 29, 2008 as amended. Passed 5-0-0

Chairman Clow moved, Selectman Kurk seconded to approve the non public minutes of December 29, 2008 that were not sealed as written. Passed 5-0-0

Chairman Clow moved, Selectman Kurk seconded to enter into non public session @ 10:37 p.m. pursuant to the authority granted in RSA 91-A:3II (a & c). A roll call vote was taken, Selectman Butt – yes; Vice Chairman Clark – yes; Selectman Kurk – yes; Selectman Lacasse – yes; Chairman Clow – yes Passed 5-0-0

Chairman Clow moved, Selectman Kurk seconded to come out of non public session @ p.m. A roll call vote was taken, Selectman Butt – yes; Vice Chairman Clark – yes; Selectman Kurk – yes; Selectman Lacasse – yes; Chairman Clow – yes Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary